



STATE OF WASHINGTON
Community Services Division
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
<Insert CSO information>

<INSERT DATE>

<Insert Client Address>

Dear Ms/Mr

CONGRATULATIONS!

As you requested, I have closed your TANF/SFA cash grant. Your first \$500 Early Exit Bonus check will be sent to you next month. You will get your second \$500 Early Exit Bonus check if you are still working and stay off TANF/SFA for three months.

Your bonus is to pay for work and work-related expenses like:

- Preventive maintenance on a car so it is reliable
- Personal computer to learn skills for a new job
- Moving closer to work, childcare or children's school
- Extra work clothes

You may still be able to get:

- Food assistance, medical, and child care benefits,
- Help with other types of expenses over the next year, like car repair, work clothing, or school expenses, or
- WorkFirst services that may help you keep your current job and get a better job.

Sincerely,

WorkFirst Case Manager
Phone: